

# **MINUTES OF MEETING**

**RHODE ISLAND AIRPORT CORPORATION**

**BOARD OF DIRECTORS**

**WEDNESDAY, OCTOBER 20, 2010, AT 4:00 PM**

**IN THE MARY BRENNAN BOARD ROOM**

**T. F. GREEN AIRPORT**

**2000 POST ROAD, WARWICK, RHODE ISLAND**

The meeting of the Rhode Island Airport Corporation (“Corporation”) Board of Directors was called to order by Chair, Kathleen C. Hittner, M.D., at 4:00 p.m., in the Mary Brennan Board Room at 2000 Post Road, Warwick, Rhode Island, in accordance with the notice duly posted pursuant to the Open Meetings Law.

**BOARD MEMBERS PRESENT:** Kathleen C. Hittner, M.D; Joseph M. Cianciolo; Russell W. Hahn; Michael A. Traficante.

**BOARD MEMBERS ABSENT:** Joseph S. Larisa; Robert D. Sangster; Deborah M. Thomas.

**ALSO PRESENT:** Kevin A. Dillon, A.A.E., President and CEO; and those members listed on the attendance sheet attached hereto.

## **1. Approval of the Minutes:**

A motion was made by Mr. Traficante and seconded by Mr. Cianciolo

**to approve the minutes of the Board Meeting of September 22, 2010.  
The motion was passed unanimously.**

**Dr. Hittner reported that she had recently signed a Change Order related to the Intermodal project in the amount of \$76,520.00.**

## **2. Open Forum:**

**Dr. Hittner asked if anyone present wanted to speak in Open Forum. Mr. Richard Langseth, representing the Greenwich Bay Watershed Group, commented on the proposed relocation of the ballfields, and indicated that he believed there was a viable alternative to the proposed relocation which would involve offsetting current landing patterns. Mr. Langseth indicated that he would be writing a letter addressing this matter in more detail.**

## **3. Report from President and CEO:**

**Mr. Dillon reported that passenger traffic for the month of September was down 4.7% which is the smallest drop in traffic for several months. Year to date traffic was down 11.36%. Mr. Dillon noted that general aviation numbers were also down 4% system wide, with fuel also down 8%. Mr. Dillon reported that the Corporation is continuing to monitor the situation.**

**Mr. Dillon reported that he continues to monitor airline mergers and**

**specifically the United/Continental merger, and Southwest Airline's acquisition of Air Tran.**

**Mr. Dillon reported that the MS Jet Pull is scheduled for October 23, 2010.**

**Mr. Dillon reported that Governor Carcieri is holding a press event to announce the start of rental car operations in the InterLink facility on Wednesday, October 27, 2010.**

**Mr. Dillon reported that the Providence-Warwick Convention and Visitors Bureau held their annual meeting on October 6, 2010 and RIAC had been honored as Member of the Year.**

**Mr. Dillon reported that the Aviation Expo had been held on October 6, 2010 and approximately 900 local students had attended.**

**Mr. Dillon reported that on October 13, 2010, a press event had been held with Governor Carcieri, RIAC, RIDOT, and representatives of MBTA to commemorate the signing of the rail agreement with MBTA. Mr. Dillon reported that the rail schedule had not been finalized although service is anticipated to start by the end of the year.**

**Mr. Dillon reported that he had been asked by the Warwick City Council to appear at their meeting on October 13, 2010 to discuss the Memorandum of Agreement. Mr. Dillon reported that at that meeting**

**the Council voted the agreement down. However, the City has indicated that they would like to continue the dialogue on the outstanding issues. There was discussion on the timeline associated with approval of the agreement, and next steps in the process.**

**Mr. Dillon gave an overview of ongoing construction projects including the tower project at Quonset, the elevated roadways project at T. F. Green, the North Ramp Sewer Project at T. F. Green, and the installation of the Parking Revenue Equipment at T. F. Green.**

**Mr. Dillon gave an update on the EIS, noting that the FAA is focusing on finalizing the schedule.**

**Mr. Dillon gave an update on the Intermodal project, reporting that the rental car companies are continuing their individual fit-outs and are on schedule to begin operations in the new InterLink facility on October 27, 2010.**

**Mr. Dillon gave an overview of the De-icer Management project reporting that the preliminary siting and engineering analysis is complete.**

**Mr. Dillon reported that Ms. Goldstein had been selected to receive the Rhode Island Hospitality Association's Mary Brennan Tourism Award for 2010. The Award is given to an individual who exemplifies commitment to the community and the hospitality industry at large.**

**Ms. Goldstein will be honored at an event on December 1, 2010.**

#### **4. Operations and Capital Committee Report:**

**Mr. Cianciolo reported that the Committee had met prior to the Board Meeting and that there were two consent items on the agenda for approval by the Board.**

**A motion was made by Mr. Traficante and seconded by Mr. Hahn to approve the items on the Consent Agenda. The motion was passed unanimously.**

#### **Consent Agenda:**

**(a) Consideration of and Action Upon Approval to Enter Into an Agreement to Provide HVAC Chiller Maintenance for the InterLink Facility at T. F. Green Airport.**

**WHEREAS, the Rhode Island Airport Corporation (RIAC) operates two Carrier chillers which provide cool water to the HVAC system in order to maintain comfortable temperatures within the InterLink; and**

**WHEREAS, Carrier Commercial Service (Carrier) is the original manufacturer and sole maintainer of this system; and**

**WHEREAS, the approved Fiscal Year 2011 Operating and**

**Maintenance (O&M) budget includes \$18,750 for chiller maintenance and support associated with the InterLink for the period of October 1, 2010 through June 30, 2011; and**

**WHEREAS, Carrier has provided a Scope and Fee proposal to provide Chiller Maintenance Services for a five year period in the amount of \$162,200; and**

**WHEREAS, under section 10.4.2.7 of RIAC's Procurement Rules, "specialized services for which there is only one documented accepted source, such as transactions involving unique professional services...e.g.,...repair/maintenance agreements with manufacturers" qualifies as sole source procurement; and**

**WHEREAS, RIAC staff has determined that a sole source selection for this Agreement is appropriate.**

**NOW, THEREFORE, IT IS HEREBY RESOLVED AS FOLLOWS:**

**That the Board authorizes the President and CEO, or his designee, to execute an Agreement with Carrier Commercial Service to provide chiller maintenance services for the InterLink Facility at T. F. Green Airport for a five year period, in the amount of \$162,200.**

**(b) Consideration of and Action Upon Approval of a Professional Services Agreement for Avigation Easement Acquisition for**

## **Obstruction Removal for the Rhode Island Airport System.**

**WHEREAS, the Rhode Island Airport Corporation (RIAC) issued a Request for Proposals (RFP) to provide On-Call Land Acquisition and Relocation Services and Avigation Easement Acquisition for obstruction removal for the Rhode Island Airport System; and**

**WHEREAS, RIAC received two proposals on September 8, 2010 in response to this RFP; and**

**WHEREAS, a Selection Committee comprised of Ann Clarke, Senior Vice President of Planning, Engineering and Environmental; Brenda Pope, Vice President of Environmental Systems; and Billy Cox, Manager of Business Administration reviewed and evaluated the proposals based on the selection criteria established in the RFP; and**

**WHEREAS, based on the review of the proposals, the Selection Committee unanimously selected the firm of W.D. Schock Company, Inc. as the most qualified firm to perform these services; and**

**WHEREAS, funding will be established on a task by task basis.**

**NOW, THEREFORE, IT IS HEREBY RESOLVED AS FOLLOWS:**

**That the Board authorizes the President and CEO, or his designee, to execute a Professional Services Agreement with W.D. Schock**

**Company, Inc. to provide On-Call Land Acquisition and Relocation Services and Avigation Easement Acquisition Services for the Rhode Island Airport System for a three year period, with two renewable one year options, at the discretion of RIAC.**

## **5. Executive Session:**

**At approximately 4:14 p.m., a motion was made by Mr. Hahn and seconded by Mr. Traficante to go into Executive Session for the purposes of discussing the following items:**

**(a) Motion to Approve the Minutes of the Executive Sessions Held on September 22, 2010 – R.I.G.L. § 42-46-5(a)(1), (2), and (5); and**

**(b) Working Session Related to Collective Bargaining - R.I.G.L. § 42-46-5(a)(2); and**

**(c) Discussion Related to Three Potential Litigation Matters (One Non-Public, EIS and EDS Project) - R.I.G.L. § 42-46-5(a)(2); and**

**(d) Discussion Related to the Acquisition of Real Property for Public Purposes at T. F. Green Airport - R.I.G.L. § 42-46-5(a)(5); and**

**(e) Motion to Return to Open Session.**

**By the following roll call vote the motion was passed unanimously.**



**YEAS: Kathleen C. Hittner, M.D.**

**Joseph M. Cianciolo**

**Russell W. Hahn**

**Michael A. Traficante**

**NAYS: None**

**ABSTAIN: None**

**At approximately 5:02 p.m., a motion was made by Mr. Hahn and seconded by Mr. Traficante to reconvene to the Open Session. The motion was passed unanimously.**

**6. Post Executive Session Actions and Announcements:**

**(a) Motion to Seal the Minutes of the Executive Session Held on October 20, 2010.**

**A motion was made by Mr. Cianciolo and seconded by Mr. Hahn to seal the minutes of the Executive Session in accordance with R.I.G.L. § 42-46-4. By the following roll call vote the motion was passed unanimously.**

**YEAS: Kathleen C. Hittner, M.D.**

**Joseph M. Cianciolo**

**Russell W. Hahn**

**Michael A. Traficante**

**NAYS: None**

**ABSTAIN: None**

**(b) Report on Actions Taken During Executive Session:**

**During the Executive Session a motion was made to approve the sealed minutes of the Executive Session held on September 22, 2010. The motion was passed unanimously.**

**7. Future Meetings:**

**The next meeting is scheduled for Wednesday, November 17, 2010 at 4:00 p.m., in the Mary Brennan Board Room, T. F. Green Airport, 2000 Post Road, Warwick, Rhode Island.**

**8. Adjournment:**

**Mr. Cianciolo moved to adjourn at approximately 5:03 p.m. Mr. Hahn seconded the motion. The motion was passed unanimously.**

**Respectfully submitted,**

**Kathleen C. Hittner, M.D., Chair**  
**Rhode Island Airport Corporation**

**PUBLIC ATTENDANCE SHEET**  
**RHODE ISLAND AIRPORT CORPORATION**  
**MEETING OF THE BOARD OF DIRECTORS**  
**ON WEDNESDAY, OCTOBER 20, 2010**

**NAME      AFFILIATION**

**Brian Schattle      RIAC**

**Peter Frazier      RIAC**

**Patti Goldstein      RIAC**

**Ann Clarke      RIAC**

**Dale Wilde      Hoyle Tanner and Associates**

**Woody Creswell      The Paradies Shops**

**Robert Goff    New England Parking**

**Richard Langseth    Greenwich Bay Watershed**

**The minutes of the Executive Session of the Board Meeting of October 20, 2010, have been sealed in accordance with R.I.G.L. § 42-46-4.**